



South Worcester County Communications Center

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Serving the Towns of Webster and Dudley, Massachusetts



Gregory Lynskey, Communications Center Director

SWCCC Board of Directors

Meeting Minutes for March 3, 2022 – Regular Session

Board Members Present: Jonathan Ruda, Richard LaFond, Randy Becker

Board Members Absent: Steven Sullivan

Others Present: Gregory Lynskey

Meeting Location: Webster Police Community Room

- Meeting called to order by Chairman Ruda at 10:01am.
- Chairman Ruda led the Pledge of Allegiance.
- Chairman Ruda welcomed Webster Town Administrator Richard LaFond and provided a brief background of the history of the organization and the Board.
- Mr. Becker made a motion to appoint Mr. LaFond as Vice Chairman. Second by Mr. Ruda. Vote 2-0-1 with Mr. LaFond abstaining.
- Mr. Sullivan made a motion to approve the regular session meeting minutes from January 28, 2022. Second by Mr. LaFond. Unanimous vote.
- Director Lynskey provided an update on the budget for FY23. He stated that State 911 funding had been released and we would be seeing an increase of approximately \$70,000. He stated he had revised the budget proposing to utilize a portion of that new funding toward adding an 11th full-time position mid-year and to utilize the balance of the additional funding to off-set the assessment increases the towns would see as a result of having used reserve funds toward the FY2022 budget. Director Lynskey stated that all revisions to the previous budget proposal were showed in italics. Mr. Becker made a motion to approve the budget as revised. Second by Mr. LaFond. Unanimous vote.
- Director Lynskey asked the board to approve the Per-diem rates recommended in the annual budget to be effective July 1, 2022. He noted that as a result of adding an additional full-time position, it would be his plan to begin elimination of per-diem through attrition. As a result, he noted that effective the first and second per-diem steps were no longer applicable and the only per-diem rate would be \$22.50. Director Lynskey noted that he still has a goal to get the per-diem rate to be consistent with the entry step full-time rate as the requirements and expectations are the same as a full-time employee. Mr. Becker made a motion to set the per-diem rate at \$22.50 effective July 1, 2022. Second by Mr. LaFond. Unanimous vote.
- Director Lynskey asked the board to approve a salary of \$90,640 for the Director as proposed in the FY2023 budget, to be effective July 1, 2022. Motion to approve by Mr. LaFond. Second by Mr. Becker. Unanimous vote.
- Director Lynskey asked the board to approve creation of an 11th full-time dispatcher position to be effective January 1, 2023. He state that this position would have a first year cost of approximately \$35,000 in salary and benefits. He noted that there would be a savings in overtime expenses but that it is unlikely much of a savings would be seen in the first year due to initial training

Board of Directors:

Jonathan Ruda - Chairman
Richard LaFond - Vice Chairman
Randy Becker - Member
Steven Sullivan - Member

Operations Board:

Dean Kochanowski - Chairman
Michael Shaw - Vice Chairman
Steven Wojnar - Member
Brian Hickey - Member
Gary Milliard - Member

requirements. He noted that creating the position would restore the two position buffer to minimum staffing, thereby reducing employee fatigue and overtime in the event of vacancies. Mr. Becker made a motion to authorize the position. Second by Mr. LaFond. Unanimous vote.

- Director Lynskey presented the Board with a proposed MOA between the SWCCC and the Union that would allow dispatchers to both carry up to 40 hours of vacation time and have a buyout of 40 hours of vacation in the event they have 80 hours remaining at the end of the fiscal year. He noted this has been done the last few years due to the COVID situation and would recommend it again due to the combination of COVID and vacancies limiting the ability for time off to be taken. He did note that based upon current scheduled time off, this may not be needed or may only be needed for 1-2 employees but he would like to have it in place rather than scrambling at the last minute to put into place. Mr. Becker made a motion to approve as presented. Second by Mr. LaFond. Unanimous vote.
- The Board did not set a next meeting date but will be targeting a May or June meeting.
- Mr. LaFond made a motion to adjourn at 11:13am, second by Mr. Becker. Unanimous vote.